

# The Virginia School for the Deaf and the Blind (VSDB)

(Revised 2/25/19)

## Parent and Family Engagement Policy/Plan and Procedures

### PART I-SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY/PLAN REQUIRED COMPONENTS

- A. VSDB will jointly develop/revise with input from parents the school Parent and Family Engagement policy/procedures and distribute it to parents of participating children and make available the Parent and Family Engagement policy/procedures to the local community..

VSDB will develop a fully accessible version of the Parent and Family Engagement policy/procedures and distribute to all parents on an annual basis for input. In addition, the policy will be posted on the school website to support community access. With input, the policy will be revise accordingly for implementation.

- B. Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school’s participation under this part and to explain the requirements of this part, and the right of the parents to be involved.

VSDB will provide the opportunity for parents/guardians to obtain Title I information and to provide input at its annual Registration Day in August of each school year.

VSDB will strive to meet the needs of the parents/guardians to support the maximum level of engagement. VSDB will provide full language access to all parents/guardians and alternate modes of meeting participation to include but not limited to participation by webinars, videophone communications, and/or phone conferences.

- C. Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of the school plan under Section 1112, schoolwide under Section 1114, and the process of the school review and improvement under Section 1116.

VSDB will strive to involve parents/guardians at all levels in the development, revision, and implementation of the VSDB Schoolwide 5-year Strategic Plan and to solicit input through a variety of modes included but not limited to conference calls, webinars, videophone communication, mailings, and/or the VSDB annual meeting during Registration Day.

- D. Implement an effective means of outreach to parents of English learners, in a language the parents can understand, to inform them regarding how the they can—
- be involved in the education of their children; and
  - be active participants in assisting their children to—
    - attain English proficiency;
    - achieve at high levels within a well-rounded education; and
    - meet the challenging State academic standards expected of all students

VSDB will provide full access to parents/guardians of English learners, in a language the parents can understand in order to support increased engagement in the educational programs of their student(s) through:

- weekly reports
- educational program resources
- direct teacher communications through sign/voice language interpreters, videophones, written communications, and/or tactile communications.

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- E. Provide parents of participating children—
- timely information about programs under this part;
  - a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet;
  - if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practically possible.

VSDB will provide parents timely information regarding Title I programs and curriculums through the annual meeting on Registration Day, parent requested meetings, and information sent home as needed with follow up to ensure parent concerns and questions are answered.

- F. If schoolwide program plan is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the Board of Visitors.

Any concerns, comments, and/or suggestions submitted by parents will be sent directly to the VSDB Superintendent for follow up.

## **PART II-REQUIRED SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT**

As a component of the school-level Parent and Family Engagement policy, each school shall jointly develop with parents for all children served under this part, a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement.

- Conduct a parent/teacher conference in elementary schools, annually (at a minimum), during which the compact shall be discussed as the compact relates to the individual child's achievement.
  - VSDB will provide the opportunity for parent/teacher conferences at all grade levels during its annual Registration Day in August. In addition, any parent/guardian requesting a conference during the year will be accommodated through an IEP meeting.
- Provide frequent reports to parents on their child's progress.
  - VSDB will provide regular updates as deemed appropriate or per parent request to parents/guardians regarding their student's progress outside of the quarterly IEP Progress reports and Report Cards.
- Provide parents with reasonable access to staff, opportunities to volunteer and participate in their child's class and observation of classroom activities.
  - VSDB will make available to parents/guardians opportunities to volunteer through its Volunteer Program.
  - VSDB will accommodate parents/guardians requests to observe in their child's classroom. VSDB will require advance notice if the parents/guardians require language accommodations.

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- Ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand.
  - VSDB will support effective two-way communication with parents/guardians through use of sign/voice language interpreters, videophones, written communications, and/or tactile communications.

## BUILDING CAPACITY FOR PARENTS AND STAFF – REQUIREMENTS FOR ENGAGEMENT

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, **each school must:**

- Assist parents in understanding the challenging State academic standards, how to monitor a child's progress, and work with educators.

VSDB will educate parents during each IEP meeting and/or subsequent parent/guardian requested meetings regarding the State academic standards and how to monitor a child's progress.

- Provide materials and training to help parents to work with their children, such as literacy training and using technology (including education about the harms of copyright piracy).

VSDB will provide parents with literacy resources (ex: materials, webinars, videos, etc.) through its website and/or sent home on a regular basis (ex: monthly, quarterly) that will include strategies for supporting their child's development in the areas of literacy and technology.

- Provide professional development to teachers, specialized instructional personnel, and other staff on the value of parent and their communities to increase academic achievement.

VSDB will provide its educational and residential staff with specialized training to increase academic achievement in the areas of literacy and technology.

- Coordinate and integrate parent engagement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parent engagement.

VSDB will collaborate with its LEAs to involve parents in local programs and activities offered within their local school districts.

- Ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand.

VSDB will ensure that all information related to school and parent programs, meetings, and other activities is sent to all parents in a format/language that is accessible to all parents and that meets individual language needs.

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## **PART III-ACCESSIBILITY REQUIREMENTS**

In carrying out the parent and family engagement requirements of this part, local educational agencies and schools, to the extent practicable, shall provide opportunities and language supports for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including providing information and school reports required under section 1111 in a format and, to the extent practicable, in a language such parents understand.

VSDB will make every effort to make/provide parent communications (written and/or oral) fully accessible per disability and/or in a language accessible by the parent(s).

**PART IV-ADOPTION** – This VSDB Parent and Family Engagement Policy/Procedures have been developed/revised jointly with, and agreed upon with, parents of children participating in Title I program as evidence of documentation of parent contact and input.

The Parent and Family Engagement Policy/Procedures were developed/revised by the Virginia School for the Deaf and the Blind on February 25, 2019 and will be in effect for the period of the school year. The school will distribute these Parent and Family Engagement Policy/Procedures to all parents of participating Title I children and make it available to the community on or before August 15<sup>th</sup> of each school year.

Signature of Title I Authorized Representative

Pat Trice  
Superintendent

Date: \_\_\_\_\_

This document has been shared with VSDB parents accompanied by a parent input and self-addressed stamped envelope form requesting input. Parent input forms are on file and subject to review upon request.